



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING AND MATERIALS MANAGEMENT

NOTIFICATION OF STATEWIDE CONTRACT

October 7, 2002

CONTRACT TITLE: Fluorescent Bulb Recycling

CURRENT CONTRACT PERIOD: January 3, 2003 through January 2, 2004

RECYCLING COORDINATOR: Angela Gehlert
(573) 751-3384
gehlea@mail.oa.state.mo.us

BUYER INFORMATION: Wade McDonald
(573) 522-3052
mcdonw@mail.oa.state.mo.us

| RENEWAL INFORMATION | Original Contract Period | Total Renewal Options Available | Potential Final Expiration |
|---------------------|--------------------------|---------------------------------|----------------------------|
| | 04/19/01 thru 01/02/02 | 2 | 01/02/04 |

ALL PURCHASES MADE UNDER THIS CONTRACT MUST BE FOR **PUBLIC USE ONLY**.
PURCHASES FOR PERSONAL USE BY PUBLIC EMPLOYEES OR OFFICIALS ARE PROHIBITED.

THE USE OF THIS CONTRACT IS NOT MANDATORY.

This contract has been established for the convenience of state agencies. Local Purchase Authority may be used to purchase supplies/services included in this contract from an alternative source at the discretion of the agency. Agencies desiring to participate in the contract need to contact the Recycling Coordinator stated above. In addition, if an agency encounters any problems regarding quality of service or collection time, send your complaint, in writing, to the Recycling Coordinator as stated above.

~ Instructions for use of the contract, specifications, requirements, and pricing are attached ~.

| CONTRACT NUMBER | VENDOR NUMBER | VENDOR INFORMATION | MBE/WBE | COOP PROCUREMENT |
|-----------------|---------------|---|---------|------------------|
| C301200001 | 4317419270 1 | HTR, Inc. PO Box 185 Lake Ozark, MO 65049 Telephone: (573)302-7575 Fax: (573)302-7579 | No | Yes |

STATEWIDE CONTRACT HISTORY

The following summarizes actions related to this Notification of Statewide Contract since its initial issuance. Any and all revisions have been incorporated into the attached document.

| Contract Period | Issue Date | Summary of Changes |
|-----------------|------------|--|
| 1/3/03-1/2/04 | 10/07/02 | Renewal |
| 1/3/02-1/2/03 | 1/30/02 | Change assigned buyer and add contract period information. |
| 1/3/02-1/2/03 | 11/6/01 | Renewal |
| 4/9/01-1/2/02 | 4/9/01 | Initial issuance of new statewide contract |

1. General Requirements:

- 1.1 Pursuant to Missouri Hazardous Waste Management Laws and Regulations, specifically 10 CSR 25-16.273, HTR Group shall provide for the transportation and disposition of fluorescent lamps, traffic lamps and street lamps, and lighting ballast (hereinafter defined as "universal waste") generated by a state agency of the State of Missouri.
- 1.2 HTR Group will comply with all United States Environmental Protection Agency (EPA), Missouri Department of Natural Resources (MDNR), United States Department of Transportation (DOT), and local and county regulations regarding the tracking, transportation, and disposition of universal waste.
- 1.3 The following quantities and schedules shall apply:
- a. If a requesting state agency has 1000 or more fluorescent bulbs to be picked up, HTR shall schedule a dedicated run for the requesting state agency.
 - b. If a requesting state agency has between 400 and 999 fluorescent bulbs to be picked up, HTR shall notify the requesting state agency of the date on which their fluorescent bulbs shall be picked up. This date shall be within one year of the date of initial contact by the requesting state agency.
 - c. If a requesting state agency has less than 399 fluorescent bulbs to be picked up, HTR shall notify the State Recycling Coordinator of the requesting state agency and contact name from the state agency. HTR shall also provide the requesting state agency with the State Recycling Coordinator's name and phone number for instructions for the disposal of the fluorescent bulbs.
- 1.4 The HTR Group shall provide the following services for the State of Missouri at the firm, fixed prices stated below. All prices shall remain the same and apply throughout the original contract period and each potential renewal period. (C/S Code 92659)

| Line Item | Description | Firm, Fixed Unit Prices |
|-----------|-----------------------------|-------------------------|
| 001 | Straight Fluorescent | \$.06 per foot |
| 002 | Utube/Circular | \$.35 each |
| 003 | HID/Mercury/Halide/Sodium | \$.89 each |
| 004 | Compacts | \$.75 each |
| 005 | Shatter-Shield/Power Groove | \$1.25 each |
| 006 | Incandescent | \$.15 each |
| 007 | PCB Ballast | \$.48 per lb |
| 008 | Non-PCB Ballast | \$.45 per lb |
| 009 | UPS Box Program | \$44.25 per box |

- 1.5 The HTR Group shall issue monthly reports regarding pick-up information by state agency site and shall send a copy to both the state agency site and the State Recycling Coordinator. HTR shall include the requesting state agency contact information with the copy sent to the State Recycling Coordinator.
- 1.6 The HTR Group will provide a certificate of lamps processed and certificates of insurance (both general liability and pollution liability) to the state agency.
- 1.7 HTR Group agrees to participate in the cooperative procurement program and shall provide the fluorescent bulb recycling services stated herein to other governmental entities.

2. UPS Box Program

- 2.1 State agencies may order custom made boxes (with instructions) from HTR Group that HTR will ship via UPS directly to the requesting state agency location. When the requesting state agency has filled the box with lamps, they will call HTR Group's toll free

number and request a UPS pick-up to be shipped directly to HTR Group's facility for recycling. The box types/capacities are listed below. The per box price includes all shipping and recycling charges and a Certificate of Recycling issued.

2' UPS Box-capacity approximately 40 compact or 30 U Tube or 15 HID

4' UPS Box-capacity 30 T12 or 60 T8

8' UPS Box-capacity 15 T12 or 30 T8

To order shipment of UPS Box contact HTR Group facility manager at: 1-888-537-4872 or 1-417-537-8708.

3. Packaging

3.1 The state agency shall properly pack unbroken lamps in cardboard boxes or Fiber drums secured to prevent breakage. Ballast to be packaged in DOT specification metal drums, with container tops secured prior to shipping.

a. Cardboard boxes, fiber drums, and DOT steel drums shall be provided to customer and invoiced separately at current price. This invoice will be at NET and will only be due if containers are not returned to HTR Group with lamps.

3.2 HTR Group will provide appropriate labels to be applied to containers prior to shipping.

4. Transportation

4.1 The HTR Group shall provide transportation from the state agency facility to HTR Group's certified facility.

4.2 The state agency shall have lamps/ballast loaded in drums and cartons and at their loading dock prior to HTR Group's truck arrival. The state agency shall assist the driver with loading. The state agency will be charged a fee if personnel to sign shipping documents are not available, or if HTR Group personnel have to package or repair packaging or standby more than one hour.

a. HTR Group's truck drivers are certified HAZ-MAT Technicians and will assist in the loading of lamps/ballast. One hour of wait time is allocated for each stop, any additional time will be charged at \$50.00 per hour wait time. Additionally, if the technician has to package any lamps/ballast or load into boxes, drums, or pallets, the state agency agrees to \$50.00 per hour per technician in fees.

5. Invoicing and Payment

5.1 All items will have bill of lading, manifested, invoiced and processed within US EPA and Missouri DNR regulations. Missouri DNR Certified Resource Recovery Facility #RR0560. Missouri DNR Hazardous Waster Transporter License #H-2243. US EPA #MOR000008151. Federal ID #43-1741927.

5.2 Payment terms: 2%10NET30 with approved credit. The state agency will be invoiced on the actual lamp count or weight of ballast.

6. Contract Period

6.1 This agreement shall be for a period of one year. It shall be renewable for a period of two additional years in one-year increments.

7. Contact

7.1 To schedule pickup or delivery, contact HTR Group Facility Manager at: 1-888-537-4874 or 1-417-537-8708.